

## Security Quickie 9-5-02: Timely Reminder



Another 60 days has come and gone. If you have not changed your passwords in the last couple of months, it is time to do so.

Remember to use the following general password requirements:

- Use at least 8 characters
- Use a mix of uppercase and lowercase letters, numbers, and special characters whenever possible
- Change passwords at least every 60 days
- Don't use a combination of words (like Iowa&3Land)
- Don't reuse passwords
- Don't write them down
- Use a "pass-phrase" if it helps you remember your password
  - For example, "You don't know the power of the Dark Side!" can become Udk7\*0tD\$!

Use good passwords and protect them. Your passwords protect not only your account; they also help protect the rest of the state network.

An archive of Security Quickies can be found at:

<http://www.itd.state.ia.us/security/education.html#quickie>

Thanks for your time...

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